

## **AGENDA**

**REGULAR MEETING  
BOARD OF COMMISSIONERS  
315 WEST SECOND STREET  
FRANKFORT, KY 40601  
(502) 875-8500**

**JULY 21, 2003  
5:00 P.M. (EST)**

**1. INVOCATION  
ROLL CALL  
MINUTES**

Rev. Allan Sorem, South Frankfort Presbyterian Church

June 16, 2003 Regular Meeting; July 7, 2003 Work Session;  
July 9, 2003 Special Meeting

**MAYOR'S REPORT**

**2. CEREMONIAL ITEMS**

**2.1 Employee Recognition.**

Background: The Board of Commissioners traditionally recognizes City employees who are retiring and who have received promotions within the various City departments. At this meeting, the following individuals will be in attendance:

Communications: George McDonald, retiring as Telecommunicator effective 7/31/03.

Fire Department: Charles Thompson for promotion to rank of Lieutenant,  
Shaun Caldwell for promotion to rank of Sergeant.

Police Department: Robert Richardson for promotion to rank of Lieutenant.

Attachments: None.

**3. ORDINANCES**

**3.1 An Ordinance Rezoning Property Located at 1401 Louisville Road, Being Tract C of the Mattie Sue True Estate Plat, from RL (Low Density Multi Family) to CL (Limited Commercial).**

Purpose: Mr. Robert Kellerman, attorney for Gemini Enterprises, is requesting approval of a Zone Map Amendment (Rezoning) for Tract C (1401 Louisville Rd) and Tract D of the Mattie Sue True Estate Subdivision Plat, from RL (Low Density Multi Family) and RD (Two Dwelling District) to CL (Limited Commercial), for the potential use of a professional office and low intensity retail. The total subject property within the rezoning request contains approximately 1.13 acres.

Background: This ordinance had its first reading 6/16/03.

Should the Board of Commissioners desire to not follow the Planning Commission's recommendation, then the item must be tabled and a request for a verbatim transcript of the Planning Commission meeting, which must be obtained before the item can be heard by the City Commission. The City Commission will then be required to make their own findings of fact based on the verbatim transcript or hold its own public hearing and then make findings of fact.

On 4/24/03, the Frankfort-Franklin County Planning Commission held a public hearing to consider a zone change request for this property. The public hearing was closed and the item was tabled for a summary of the testimony to be prepared.

On 5/22/03, the Planning Commission adopted the summary of testimony, made findings of fact and voted to recommend approval of the zone change for Tract C (1401 Louisville Rd) based on the adopted findings of fact and a recommendation of denial for the zone change for Tract D (attached).

Impact: An approval to support the Frankfort/Franklin County Planning Commission's recommendation for a zone map amendment would result in Tract C (1401 Louisville Rd) of the Mattie Sue True Estate Subdivision Plat, from RL (Low Density Multi Family) to CL (Limited Commercial).

Recommendation: Approval.

Attachments: Ordinance.

Contact Person

Name: Gary Muller  
Title: Director  
Department: Planning and Building Codes  
Phone: (502) 875-8513  
E-mail: [Gmuller@fewpb.com](mailto:Gmuller@fewpb.com)

3.2 An Ordinance Amending Ordinance No. 19, 2001 Series, Rezoning 39.06 Acres of Property Located at the Intersection of Holmes Street and the Thornhill Bypass from "IG" & "IC" to "PC".

Purpose: The previously approved zone map amendment (November 2001) contained a scrivener's error in the legal description attached to the approved ordinance. This corrected ordinance removes that error.

Background: This ordinance had its first reading 6/16/03.

Impact: There is no negative impact by this corrected ordinance. Again it merely corrects the legal description attached to the adopted ordinance, which now correctly matches the survey of the property.

Recommendation: Approval.

Attachments: Ordinance.

Contact Person

Name: Gary Muller  
Title: Director  
Department: Planning and Building Codes  
Phone: (502) 875-8513  
E-mail: [Gmuller@fewpb.com](mailto:Gmuller@fewpb.com)

3.3 An Ordinance Accepting Diagnostic Drive, a Portion of C. Michael Davenport Boulevard, and a Portion of To Be Announced Boulevard as Public Streets.

Purpose: The purpose of this item is to consider an ordinance to accept Diagnostic Drive, a portion of C. Michael Davenport Boulevard, and a portion of To Be Announced Boulevard in Prevention Park Development into the City street system for maintenance.

Background: On 6/26/03, C. Michael Davenport requested that the City take over maintenance of the above listed streets within Prevention Park. The streets have been inspected by Public Works and meet the requirements of the subdivision regulations. Approval of the ordinance to

accept these streets will complete the official action required for acceptance into the City street system.

Recommendation: Approval.

Attachments: Ordinance.  
Reference Map.

Contact Person

Name: Jeff Hackbart  
Title: Director  
Department: Public Works  
Phone: (502) 875-8563  
e-mail: [jhackbrt@fewpb.com](mailto:jhackbrt@fewpb.com)

3.4 An Ordinance Amending Ordinance No. 4, 1990 Series, and Frankfort Municipal Code Section 15.04.030 - Fees for Permits (Building).

Purpose: This purpose of this item is to amend the fee schedule within Ordinance #4, 1990 Series. The ordinance also provides for a penalty for beginning construction without the issuance of a building permit.

Background: The last update to the City's fee schedule relating to permits was in 1990. Staff believes that it is appropriate and necessary to increase the permit fees to better reflect the cost to the City and to provide a penalty section which would require an applicant to pay three times the regular fee when they begin construction without first obtaining a building permit. The proposed fee schedule was drafted 6/19/02; however, the City Manager at that time requested that while the amendment was justified, it should be postponed till next year.

The proposed fees are less or equal to those currently adopted by Franklin County. A comparison table has been provided.

Impact: An approval to support the proposed fee schedule amendment will better match the actual cost to the City for providing these services and should assist in the effort to reduce the number of structures built without a permit. (To reduce the "ask for forgiveness" syndrome.)

Recommendation: Approval.

Attachments: Ordinance.  
Fee comparison with Franklin County.

Contact Person

Name: Gary Muller  
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3.5 An Ordinance Amending Ordinance No. 5, 1990 Series, and Frankfort Municipal Code Section 15.16.150 - Inspection Fees (Electrical).

Purpose: This purpose of this item is to amend the fee schedule within Ordinance #5, 1990 Series.

Background: The last update to the City's fee schedule relating to permits was in 1990. Staff believes that it is appropriate and necessary to increase the fees to better reflect the cost to the City. The proposed fee schedule was drafted 6/19/02; however, the City Manager at that time requested that while the amendment was justified, it should be postponed till next year.

The proposed fees are less or equal to those currently adopted by Franklin County. A comparison table has been provided.

Impact: An approval to support the proposed fee schedule amendment will better match the actual cost to the City for providing these services.

Recommendation: Approval.

Attachments: Ordinance.  
Fee comparison with Franklin County.

Contact Person  
Name: Gary Muller  
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**4. ORDERS**

None.

**5. RESOLUTIONS**

None.

**6. CONSENT CALENDAR**

*Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Commission member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.*

**6.1 Bid Award: Type III Modular Ambulance on 2003 Ford E-450 Chassis (Fire Department).**

Purpose: The purpose of this item is to consider awarding contract to purchase a Type III Modular Ambulance on a 2003 Ford E-450 Chassis from Muster Emergency Vehicles, Inc.

Background: Bid invitations were sent to five vendors with one bid received on 8/1/02. The sole bidder, Muster Emergency Vehicles, Inc. of Calhoun, Kentucky, meets or exceeds all the required specifications for a quote of \$93,059.00 with delivery in 90 days or less. Bidders were required to extend their quote for additional units contracted for purchase for an additional twelve months beyond the 8/1/02 bid. Muster Emergency Vehicles, Inc. has complied with that requirement. This purchase will replace a 1995 E-350 ambulance with 99,557 miles. (Note: No bid tab was compiled due to receiving only one bid.)

Financial Analysis: \$93,000.00 is budgeted in 100.41.56550 for FY 2003/2004.

Recommendation: Approval.

Attachments: Letter from Muster Emergency Vehicles, Inc., dated 5/19/03.

Contact Person

Name: Wallace Possich  
Title: Fire Chief  
Department: Fire  
Phone: (502) 875-8511  
E-Mail: [wpossich@fewpb.com](mailto:wpossich@fewpb.com)

6.2 Bid Award: Dewatered Biosolids Disposal (Sewer Department).

Purpose: The purpose of this item is to consider a bid award to BFI Waste Systems for the turnkey disposal of dewatered biosolids. The wastewater treatment plant must transport and dispose of approximately 6,100 wet tons of dewatered biosolids annually. This contract will be for a period of five years at a unit cost of \$13.96 per wet ton of biosolids, or a projected first year cost of \$85,156. The contract includes an annual escalator based upon the Consumer Price Index.

Background: The Sewer Department opened bids on 6/19/03 for the turnkey disposal of dewatered biosolids. The bid documents included two methods of disposal, landfilling and landfarming or a combination of the two. BFI is the low bidder based upon their unit cost of disposal.

Financial Analysis: Funds are available in account 300.68.56550.

Recommendation: Approval.

Attachments: Bid tabulation with Annual Cost Comparison.

Contact Person

Name: William R. Scalf, Jr., PE  
Title: Director  
Department: Sewer  
Phone: (502) 875-2448  
E-mail: [wscalf@fewpb.com](mailto:wscalf@fewpb.com)

6.3 Authorization to File Grant Application with Kentucky Injury Prevention and Research Center for Participation in Mini-Grant Program (Fire Department).

Purpose: The purpose of this item is to consider authorizing the Fire Department to apply for grant funding from the Kentucky Injury Prevention and Research Center (KIPRC) to provide for purchase and installation of smoke detectors.

Background: The KIPRC annually receives funding from the National Center for Injury Prevention and the Center for Disease Control. These grant funds are awarded to local public agencies involved in fire safety. Funding is available for approximately \$5,000.00 to purchase and install smoke detectors in conjunction with gathering statistics and reporting requirements. No matching city funds are required.

Recommendation: Approval.

Attachments: None.

Contact Person

Name: Wallace Possich

Title: Fire Chief  
Department: Fire  
Phone: (502) 875-8511  
E-Mail: [wpossich@fewpb.com](mailto:wpossich@fewpb.com)

6.4 Authorization to File Grant Application with Department of Juvenile Justice (DJJ) for Title V Continuation Grant Funds on behalf of Thorn Hill Learning Center (City Manager's Office).

Purpose: The purpose of this item is to consider authorizing the filing of grant application on behalf of Thorn Hill Learning Center from the Department of Juvenile Justice to provide funding for continuation of programs for at-risk youth.

Background: Title V Incentive Grants for Local Delinquency Prevention Programs are due 8/8/03. Due to funding limitations, DJJ is only accepting applications from existing grantees. Activities funded under this program must focus on delinquency prevention efforts. Only units of local government can apply for funds. This past year, Thorn Hill has received Title V funding as a sub-recipient of the City of Frankfort. Grantees are limited to 3 years of funding.

Under the existing Title V grant, Thorn Hill Learning Center implemented 4 new programs for at-risk youth: Family Nurturing, Anger Management and Conflict Resolution, Mentoring, and Academic Opportunities. Each of these programs is a component of Thorn Hill's on-going programming and are designed to address identified delinquency risk factors. City staff is currently working with Thorn Hill staff and representatives of the Prevention Policy Board/Coalition for A Safe and Drug Free Community to conduct a needs assessment and prioritize the juvenile delinquency risk factors as part of the existing grant conditions.

Applicants should be notified of award by 8/22/03, with the program year running from 10/1/03 through 9/30/04, although the availability of future funding is anticipated but not guaranteed and applicants must reapply for funding each year.

Financial Analysis: The City will apply for up to \$50,000, with a 50% in-kind match provided by Thorn Hill Learning Center. Please note that as is typical with grant programs, the project may not be awarded the full amount requested.

Recommendation: Approval.

Attachments: None.

Contact Person

Name: Ramona Newman  
Title: Project Specialist  
Department: City Manager's Office  
Phone: (502) 875-8500  
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6.5 Personnel.

<u>Personnel Action</u>	<u>Employee</u>	<u>Department</u>	<u>Effective Date</u>	<u>Other</u>
Retirement	George McDonald	Communications	7/31/03	Telecommunicator, authorize payment accrued leave, 338 hrs.vac; 100 hrs.hol.
Promotion	Robert Richardson	Police	8/1/03	from rank of Sergeant to

Promotion	Kenneth Hopkins	Police	8/1/03	rank of Lieutenant from rank of Patrol Officer to rank of Sergeant
Reclassification	Byron Roberts	Public Works (Sanitation)	7/22/03	from Recycling Coordinator to Equipment Operator I
Retirement	David Gipson	Public Works	7/31/03	Street Superintendent, authorize payment accrued leave, 303 hrs.vac
Retirement	Timothy Johnson	Fire	7/31/03	Lieutenant; authorize payment accrued leave, 298 hrs. vac., 34 hrs.hol.
Resignation	Darrell L. Phelps	Fire	6/23/03	Firefighter/EMT, authorize payment accrued leave, 176 hrs. vac., 16 hrs. hol.
Promotion	Charles Thompson	Fire	8/1/03	from rank of Sergeant to rank of Lieutenant
Promotion	Carter Northcutt, Shaun Caldwell	Fire	8/1/03	from rank of Firefighter to rank of Sergeant
Appointment	Deron B. Rambo	Fire	7/22/03	Emergency Preparedness Coordinator
Offer of Employment	Matthew E. Olmstead Michael W. Felty	Fire Fire		Firefighter, contingent upon successful completion of physical exam
Retirement	Hearley C. Crabtree	Sewer	7/31/03	Electrician, authorize payment accrued vacation leave, 171.76 hours

Attachments: None.

Contact Person:

Name: Gary Muller  
Title: Acting City Manager  
Department: City Manager's Office  
Phone: (502) 875-8513  
E-Mail: Gmuller@fewpb.com

## 7. BOARD APPOINTMENTS

## 8. OLD BUSINESS

8.1 Extension to Continuing Engineering Services Agreement with Quest Engineers for Performing Sanitary Sewer Evaluations (Sewer Department).

Purpose: The purpose of this item is to consider a contract extension with Quest Engineers for a term of five years to continue with the evaluation of the sanitary sewer system. To date, evaluations of three of the seven sanitary sewer basins have been completed. The U.S. EPA and the Kentucky Division of Water mandate this evaluation.

Background: In March, 2000, the City of Frankfort awarded a contract to Quest Engineers to provide engineering services and associated services for the Sewer Department. This contract has been renewed annually and expired on 6/30/03. This is a renewal for five years with a contract increase of \$150,000.

Financial Analysis: Funds are available in account 300.68.56550.

Recommendation: Approval.

Attachments: Continuing Engineering Services Agreement.

Contact Person

Name: William R. Scalf, Jr., PE  
Title: Director  
Department: Sewer  
Phone: (502) 875-2448  
E-mail: [wscalf@fewpb.com](mailto:wscalf@fewpb.com)

8.2 Changer Order #1 for Leonardwood Drive Extension Project with Randle Davies Construction Company, Inc. (Public Works Department).

Purpose: The purpose of this item is to consider Change Order #1 for the Leonardwood Drive Extension Project with Randle Davies Construction Company, Inc.

Background: On 4/21/03, the Board of Commissioners approved a construction agreement with Randle Davies to extend Leonardwood Drive to Kings Daughter Drive and widen Kings Daughter Drive from Cypress Drive to Leonardwood Drive. The Leonardwood road extension would create a connection from U.S. 127 South to Doctors Drive and create two city owned lots for future development.

Recently, Franklin County Schools Superintendent, Monte Chance, contacted the Public Works office regarding the relocation of Bridgeport Elementary School. Mr. Chance indicated that the new school's location was slated for the intersection of Leonardwood Drive and Kings Daughter Drive. A traffic study conducted by Palmer Engineers supports widening Kings Daughter to three lanes. Since the current construction agreement addresses widening only a portion of Kings Daughter Drive, adding the widening of Kings Daughter from Woodgate Road to Cypress Drive to the Randle Davies construction agreement is recommended. The unit prices from the original contract are the basis for payment for Change Order #1.

Recommendation: Approval.

Financial Analysis: Funds are available in the Capital Improvement Account (100.90.53295) for the \$124,594 requested in Changer Order #1. The total contract price will increase from \$286,600.29 to \$411,194.54.

Attachments: Change Order #1.

Contact Person



Name: Jeff Hackbart  
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8.3 Amend Engineering Agreement with Brighton Engineers for Leonardwood Drive Extension Project (Public Works Department).

Purpose: The purpose of this item is to consider amending the engineering design and construction management contract with Brighton Engineers for the Leonardwood Drive Extension Project.

Background: Brighton Engineers developed the final construction plans for the original scope of work for this Project. The original scope included the following items:

1. Widen a portion of Kings Daughter Drive between Cypress Drive and Leonardwood for additional turn lane storage.
2. Revise construction drawings and specifications for sidewalks on the north side of Leonardwood. The sidewalk construction on the north side will terminate at a mid-block due to the steep slope of the right of way adjacent to Wal Mart.
3. Design a regional detention basin to serve the newly created lots.
4. Revise the construction cost estimate.
5. Provide construction management services during construction.
6. Revise sanitary sewer plans to serve the three lots created by the road extension.

Upon learning the future plans to relocate Bridgeport Elementary to this area, the City requested that Franklin County Schools conduct a traffic study. Widening Kings Daughter to three lanes from Woodgate Road to Leonardwood Drive was one of the recommended improvements identified by the traffic study. This would allow for a continuous turn lane and two thru lanes. Since the original scope of engineering services did not include widening Kings Daughter from Cypress Drive to Woodgate Road, Brighton Engineers requests payment for these additional engineering services. The City has also requested Brighton Engineers to amend the construction plans to include curb and gutter along the south side of Kings Daughter. The curb and gutter would enhance drainage and provide a barrier between the traveling public and the utility poles within the right of way.

Financial Analysis: The net price to Brighton Engineers will increase the original agreement by \$6,000 from \$17,400 to \$23,400, with funding from Capital Improvement Account.

Recommendation: Approval.

Attachments: Change Order No.1.

Contact Person

Name: Jeff Hackbart  
Title: Director  
Department: Public Works  
Phone: (502) 875-8563  
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8.4 Bid Authorization for Solid Waste Disposal Services and Application for Permit to Operate Solid Waste Transfer Station and Recycling Center (Public Works Department).

Purpose: The purpose of this item is authorize the solicitation of bids for solid waste disposal services

and to make application for a permit to operate a Solid Waste Transfer Station and Recycling Center.

Background: The City opened solid waste landfill bids on 9/10/02 which were rejected 11/7/02 and authorization granted for negotiating a solid waste rate with BFI Services until a new contract is awarded. On 6/26/03 the Frankfort/Franklin County Planning Commission rejected a zone change request by BFI Services which would have allowed expansion at the landfill.

Authorization is requested to proceed with solicitation of bids for solid waste disposal services to include a transfer station to be constructed and operated on City property. Bid options will include:

1. Successful bidder to design, construct, and operate a transfer station on City property and include the cost of the transportation and disposal of the waste.
2. The City will design, construct, and operate a transfer station and the bidder will provide a proposal to transport and dispose of the waste.
3. The City would design, construct, and operate the transfer station and provide the transportation. The bidder to provide the disposal cost per ton.

Authorization is also requested for the City to make application for a permit to operate a recycling center and for the operation of a transfer station from the Kentucky Division of Waste Management.

Financial Analysis: Funds are not available in the 2003-2004 budget to construct a transfer station. After reviewing the bids, if a city built transfer station is deemed the best alternative, a budget amendment will be required to construct the transfer station. A transfer station cost estimate is approximately \$200,000.

Recommendation: Approval.

Attachments: None.

Contact Person

Name:	Jeff Hackbart
Title:	Director
Department:	Public Works
Phone	(502) 875-8563
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8.5 Change Order #2 on the City Garage Expansion Project – David C. Banks Architects & Associates, P.S.C. (Public Works Department).

Purpose: The purpose of this item is to consider Change Order #2 for the City Garage Expansion Project with the General Contractor, Isaac Tatum Construction, Inc.

Background: The City Garage Project's Manager has determined that the Project is substantially complete. A second change order with the General Contractor is required to finalize the contract price. The Project Manager, David Banks, recommends approving the following items contained in Change Order #2:

Item 1: Revise two 60 amp 3 phase electrical circuits, rearrange breakers in electrical panel, and add one 20 amp circuit as directed by the electrical engineer. The electrical revisions were required to accommodate the three phase electrical requirements of the vehicle lifts in the new garage. ADD: \$2,582.00

Item 2: Delete four door closers for the exterior doors. Ronnie Downey, City's Fleet Maintenance Supervisor, indicates that the door hangers specified were not needed and should be deleted

from the contract. DEDUCT: \$240.00

Item 3: Deleting patching of bituminous concrete parking lot. City crews repaired the asphalt parking lot after installing a new storm drain. Thus, this item was deleted from the contract. DEDUCT \$5,500.

Item 4: Contractor installed new floor tile in the office area of the garage. The floor tiles were not included in the original scope nor did the Project Manager request that they be installed. The contractor installed the floor tiles to finish the office space and requests payment. ADD: \$554.00

Financial Analysis: The net price to Isaac Tatum Construction, Inc. will decrease by \$2,604.00 from \$546,331.45 to \$543,727.45. The total contract price is within the \$565,000 budgeted for the Project.

Recommendation: Approval.

Attachments: Change Order #2.

Contact Person

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Title: Director  
Department: Public Works  
Phone (502) 875-8563  
E-mail [jhackbrt@fewpb.com](mailto:jhackbrt@fewpb.com)

**9. NEW BUSINESS**

**9.1 Contract Award for the Design, Bidding, Construction Inspection, and Project Closeout of Parshall Flume for Flow Measurement (Sewer Department).**

Purpose: The purpose of this item is to consider awarding a contract to HMB Professional Engineers, Inc. to prepare design documents and associated engineering services for a new parshall flume at the wastewater treatment plant. In addition to design of the parshall flume, HMB will also prepare site drawings for the proposed ozone oxygen tank foundation. The contract for the parshall flume is a lump sum contract for \$32,000 and the ozone oxygen tank foundation contract is for an hourly rate not to exceed \$15,000.

Background: In 1997 the City contracted with HMB to prepare a design for the expansion of the wastewater treatment plant. During the design phase, the City of Frankfort determined that a new parshall flume was not required to replace the parshall flume being eliminated during the plant upgrade. Instead, a flow meter was installed in the channel between the pump house and the grit removal system.

The Division of Water requires that a device capable of +/- 10 percent accuracy be installed to measure flows from the plant. The existing flow measuring device does not meet this criterion. Correspondence has been received from the Division of Water identifying flow monitoring as a current deficiency of the City's permit.

Additionally, the new oxygen tank for the proposed replacement ozone system is located in close proximity to the parshall flume, and design of the foundation and associated electrical and controls conduit needs to be coordinated with the electrical and control conduit required to support the parshall flume.

Financial Analysis: Funds are available in account 300.68.56550.

Recommendation: Approval.

Attachments: Engineering Contract.  
Letter from Division of Water dated 8/22/01.

Contact Person

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Department: Sewer  
Phone: (502) 875-2448  
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9.2 Authorization for Purchase and Installation of Centrex Telephone System, Long Distance Service Provider and Local Telephone Service Provider to Frankfort Plant Board (City Manager's Office).

Purpose: The purpose of this item is to consider the purchase and installation of Centrex Telephone System, rescinding Board action of 1/10/02 in accepting donation of Comdial Telephone System from Frankfort Electric and Water Plant Board; and switching of long distance service and local telephone service providers to Frankfort Plant Board.

Background: In recent years the City has received various proposals for replacing its telephone system. On 1/10/02, the previous Board of Commissioners rejected bids for telephone system and accepted donation of Comdial Telephone System from Frankfort Electric & Water Plant Board. Since that time the City Manager and others have been working with the Plant Board to negotiate new phone service and equipment for the City offices.

On 4/4/03, the Frankfort Plant Board provided the City with a proposal to convert the long distance service and local service, which would have an anticipated one-time cost of approximately \$10,000 and an anticipated first annual saving of over \$10,000. (see attachment)

On 7/15/03, staff met with the Frankfort Plant Board and agreed to setting up site visits at each of the City facilities and finalize the required equipment and cost. The Plant Board also stated that service is now available for the Sewer Department. The required wiring for the necessary lines and required additional lines is estimated at \$10,000 - 15,000 for all buildings to be on-line by late December, 2003. Staff intends to phase the installation on an available priority basis, with a completion date of January, 2004. Purchase and installation of the telephone system and associated equipment will be at a not to exceed fee of \$28,500 (anticipated cost of approximately \$25,000-\$28,500), with all buildings being converted to the new phone system and local service through the Frankfort Plant Board, within the next 5-6 months.

Financial Analysis: Funding in amount of \$3,500 for Sewer Department is allocated in Sewer Account 200.68.53295, with balance for not to exceed fee of \$25,000 allocated in Contingency Account 95.53295.

Recommendation: Approval.

Attachments: Letter from Frankfort Plant Board dated 4/4/03.

Contact Person

Name: Gary Muller  
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Department: City Manager  
Phone: (502) 875-8513

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**10. CITIZEN COMMENTS (Non-agenda items)**

**11. COMMISSIONER COMMENTS**

**12. ADJOURNMENT**